 <b>Missouri Department of Natural Resources Administrative Policies and Procedures</b>		
<b>Chapter 1 Employee Relations    Employee Advisory Council Policy</b>		
<b>Employee Advisory Council Procedures</b>	<b>Effective date</b>	<b>Revised</b>
<b>Number: 1.04-01</b>	<b>May 18, 2001</b>	<b>Sept. 7, 2010</b>

## REFERENCE

Employee Advisory Council By-Laws

## DEFINITION

*Membership:* Employees of the department appointed or elected to the EAC.

## GENERAL PROVISIONS

### Membership and term of service

Members must have a current successful performance rating on file. Membership will be representative of the department as follows:


- Six (6) representatives; one elected from each division (excluding field locations), two elected from the Division of Environmental Quality and one elected from the Department Director's office
- Three (3) field representatives; one elected from field locations of the Division of Environmental Quality and two elected from field locations of the Division of State Parks
- One (1) representative from the Multicultural Affairs Committee
- One (1) representative appointed by the department director, considered the At Large Member.

There will be two additional non-voting members, a Human Resources liaison and an Office of Employee Relations representative.

Members will be elected or appointed in accordance with the EAC by-laws. Terms for members will be two years and will be staggered to ensure continuity of experience. Members cannot serve more than two consecutive terms.

### Elections

The EAC will conduct elections each April according to procedures defined in the by-laws, with terms of service beginning July 1.

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Should an elected position become vacant, the Employee Advisory Council will decide how to fill the position.

### **Employee Advisory Council Officers**

The EAC will elect a chair, vice chair, and secretary in accordance with the by-laws.

### **Removal for Cause**

In accordance with the by-laws, members may be removed by a two-thirds vote of the EAC or by the department director.